

## Investigations

### **Performance Outcome ~~4.14~~ 5.1 (New) Combined with 4.30, 4.31, 4.32 and 4.33**

Respond to and conduct a preliminary general investigation of events related to destruction of property.

### **Training Objective Related to ~~4.14~~ 5.1**

1. Given a written exercise, identify the duties of the first responding officer to investigate events related to destruction of property, fraud, gambling, prostitution and sexual offenses, and forgery/uttering and counterfeiting.

**Criteria:** The trainee student shall be tested on the following:

~~4.14.1.~~ 5.1.1. Notify proper authorities resources.

~~4.14.2.~~ 5.1.2. Protect the crime scene according to requirements of the nature of the crime.

~~4.14.3.~~ 5.1.3. Locate and separate witnesses.

~~4.14.4.~~ 5.1.4. Assist as needed on scene.

~~4.14.5.~~ 5.1.5. Complete necessary reports.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section.

~~1. Define destruction of property as willful or malicious destruction or defacement of public or private property.~~

~~2. Notify proper authorities.~~

~~3. Protect the crime scene according to requirements of the nature of the crime.~~

~~4. Locate witnesses.~~

~~5. Assist as needed on scene.~~

~~6. Complete necessary reports.~~

#### **Performance Outcome 5.5 5.2**

Locate crime witness(es) and suspects and eliminate rule out suspects to a the crime.

#### **Training Objectives Relating to 5.5 5.2**

1. Given a written exercise, identify the resources used to locate witnesses or suspects to a crime and/or eliminate rule out suspects.

**Criteria:** The trainee student shall be tested on the following:

5.5.1. 5.2.1. Identify three resources to locate witnesses or suspects.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. Resources to locate witnesses or suspects:

- ~~1.~~ a. Neighborhood ~~canvas~~ canvass
- ~~2.~~ b. Phone records/911 ~~tapes~~ recordings
- ~~3.~~ c. ~~Answering machine~~ Voice messages/caller identification
- ~~4.~~ d. Family, friends, and co-workers
- ~~5.~~ e. If crime was committed around time of mail delivery, check with letter carriers, ~~cable company~~ utility workers
- ~~6.~~ f. Children in neighborhood
- ~~7.~~ g. Drivers of regular routes in a specific area
- ~~8.~~ h. Neighborhood watch
- ~~9.~~ i. Taxi companies/ride share
- ~~10.~~ j. Store surveillance/residential surveillance cameras
- ~~11.~~ Records and pictures that may help identify or eliminate suspects
- ~~12.~~ k. Share information with other resources that may provide assistance:
  - ~~a.~~ (i). Other agencies

~~b.~~ (ii). News media

~~c.~~ (iii). Crime Stoppers

~~d.~~ (iv). Informants

~~e.~~ (v). Officers serving that patrol area

~~f.~~ (vi). Wanted posters

~~g.~~ (vii). Virginia Association of Law Enforcement Intelligence

~~Documentation (VALID) or other similar networks of professionals~~ Law enforcement databases

~~h.~~ (viii). Neighborhood watch

~~i.~~ Family

~~j.~~ (ix). Victims

~~k.~~ (x). Witnesses

~~l.~~ (xi). Others as may be identified. Social media

## I. Electronic devices

(i). Consent/abandoned

(ii). Valid search warrant

~~13.~~ m. When located, use appropriate ~~method~~ procedure to subpoena to court.

**Performance Outcome ~~4.53~~ 5.3**

Determine the need for specialized assistance at a crime scene.

**Training Objectives Related to ~~4.53~~ 5.3**

1. Given a written, ~~audio-visual, or practical~~ exercise, identify the factors the first responding officer should consider before requesting specialized assistance at a crime scene.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

~~4.53.1.~~ 5.3.1. Identify ~~Availability~~ availability of resources.

~~4.53.2.~~ 5.3.2. Identify the ~~Nature~~ nature of the crime.

**Lesson Plan Guide:** The lesson plan shall include the following all items listed in the Criteria section and the additional information below.

~~1.~~ 1. Availability of resources

~~2.~~ 1. Nature of the crime:

a. ~~Type~~ Resource

1. ~~(i).~~ Police Law enforcement dog canine (make sure conditions are still good for a dog to work; help identify a starting point if possible)

2. ~~(ii).~~ Forensic specialist:

a. ~~(1).~~ Lack of visible evidence in any crime

b. ~~(2).~~ More than just a few items of evidence

3. ~~(iii).~~ Expert in that type of crime: Specialized units

a. ~~Monetary amount in a burglary~~

b. ~~Monetary crimes~~

c. ~~Computer crimes~~

d. ~~Art, antiques, gems, etc.~~

e. ~~Others as may be identified~~

b. ~~Scene integrity~~

c. ~~Safety considerations~~

**Performance Outcome 5.22 5.4 (combined with 3.1 and 3.19)**

Interview and obtain statements from a complainant, witness, victim or suspect.

## Training Objectives Relating to ~~5.22~~ 5.4

~~1. Given a written exercise, identify factors to consider in conducting a suspect interview.~~

~~2.~~ 1. Given a practical exercise: interview a complainant, witness, or victim.

2. Given a practical exercise, interview a suspect, demonstrating legal requirements and interview techniques.

~~a. Interview a complainant, a witness or a victim.~~

~~b. Interview a suspect combining legal requirements and interview techniques.~~

**Criteria:** The trainee student shall be tested on the following:

**For a complainant, a witness or a victim:**

5.4.1. Demonstrate ~~Professional~~ professional demeanor.

5.4.2. Demonstrate Use use of open-ended questions.

5.4.3. Recording of information necessary to complete a report. Record all necessary information to complete a thorough report.

**For a suspect:**

~~5.22.4. 5.4.4. Three considerations of conducting an interview. Demonstrate professional demeanor.~~

~~5.22.5. 5.4.5. Three interview styles. Demonstrate considerations for conducting an interview.~~

~~5.22.6. 5.4.6. Identify A strategy and questions to ask prior to the interview questioning.~~

~~5.4.7. Record all necessary information to complete a thorough report.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

~~**For a complainant, a witness or a victim:**~~

1. For a complainant, witness, or victim, or suspect identify the importance of:

~~1. Professional demeanor~~

~~2. Use of open-ended questions.~~

a. Professional demeanor

b. Considering cultural differences

c. Separating parties involved prior to the interview

d. Focusing on details that bring out the facts of the case and building on these

~~3. Information necessary to complete a report~~

~~4. Complainants and witnesses should be interviewed separately and early in the case.~~

~~5. Statements are made under conditions that provide for no duress, threats, or promises.~~

~~6. The focus is on details that bring out the facts of the case and build on these.~~

~~a. Be aware of perceptions of the public about police interviews.~~

~~7.~~ 2. Complainants, and witnesses, or victims are should be informed that they may be re-interviewed later for information that they may not remember at the moment, or about information subsequently developed

~~8. Complainants and witnesses are thanked for their information and/or assistance~~

~~9. Identify when/if interview shifts from an interview to an interrogation or becomes accusatory~~

~~For a suspect:~~ For a victim:

3. Use trauma-informed, gradual, and non-threatening demeanor throughout encounter

4. Make sure they are comfortable and use conversational approach rather than rapid questioning

5. Identify and understand signs of possible trauma (victim is not necessarily evading the truth)

1. For a suspect:

6. Identify three considerations of conducting an interview:

a. Legal considerations (custodial/non-custodial)

~~a.~~ b. Timing

~~b.~~ c. Location

~~c.~~ d. Physical and emotional needs

~~d.~~ e. Drug and alcohol effects

~~e.~~ f. Preparation

~~f.~~ g. Privacy

~~g.~~ h. Physical barriers

~~h.~~ i. Juvenile/adult

2. Identify three interview styles:

- a. Factual
- b. Sympathetic
- c. Hostile
- d. Apathetic
- e. Face saving
- f. Complimentary

## 7. Interview techniques

a. Utilize developmentally appropriate, non-leading, open-ended questions

3. b. Identify a strategy and questions to ask prior to the questioning an interview  
to determine as much as possible who, what, where, when, why and how-

c. Observe behavior to recognize deception, deceit, and manipulation

(i). When answering Questions

(ii). Speech patterns

(iii). Body posture

(iv). Eye position

(v). Lip behavior

(vi). Hand movements

d. Identify when/if interview shifts from an interview to an interrogation or becomes accusatory

~~4. Given a practical exercise combining legal requirements and interview techniques conduct a suspect interview~~

~~a. Introduction and purpose of the interview~~

~~b. Question for desired information~~

~~c. Adhere to legal requirements~~

~~d. Conclude~~

8. Identify ways to corroborate a suspect's confession

9. Record all necessary information to complete a thorough report

a. Use exact words as much as possible

10. Document statements given by victims, witnesses, and suspects with audio/video technology, when practical

## **Performance Outcome 5.4 5.5**

Conduct a neighborhood ~~canvas~~ canvass to collect crime related information.

### **Training Objectives Relating to 5.4 5.5**

1. Given a written exercise, identify the procedure to conduct a neighborhood ~~canvas~~ canvass.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

~~5.4.1~~ 5.5.1. Identify the procedure for conducting a neighborhood canvass.

~~5.4.1.~~ 5.5.1.1. Identify the scope of the area to ~~canvas~~ canvass

~~5.4.2.~~ 5.5.1.2. ~~Canvas~~ canvass the neighborhood on the same day of the week and time of day/night that the crime was committed

~~5.4.3.~~ 5.5.1.3. Document every contact or attempted contact for every house, business, and person in the area

**Lesson Plan Guide:** The lesson plan shall include all items listed in the Criteria section and the additional information below: ~~the following:~~

1. Identify the scope of the area to ~~canvas~~ canvass

2. ~~Canvas~~ Canvass the neighborhood on the same day of the week and time of day/night that the crime was committed

3. Document every contact or attempted contact for every house, business, and person in the area

4. Identify how all collected ~~canvas~~ canvass information can be used to help solve a crime

~~5. Identify how information may be organized to help solve a crime.~~

~~6.~~ 5. Plan and coordinate information to determine:

a. Who was interviewed and their contact information

b. What information did they provide?

c. Where were they at the time of the incident?

d. When did they observe the incident occur?

e. ~~Why~~ Any other useful information

~~f.~~ How

~~7. Contact crime prevention personnel and intelligence officers for possible relevant information in case any worked in the area of the crime.~~

~~8.~~ 6. Canvas Canvass the neighborhood at different times of day or night.

~~9. Document the contact of every house and person in an area.~~

**Performance Outcome ~~5.23~~ 5.6**

Interview medical personnel to obtain information.

**Training Objectives Relating to ~~5.23~~ 5.6**

1. Given a written exercise, identify ~~three~~ types of information that may be provided by medical personnel.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

~~5.23.1.~~ 5.6.1. Identification of Identify three types of information that may be provided by medical personnel. ~~from the list in the lesson plan guide.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. Type(s) of injury

2. Seriousness of injury

3. Weapon used

4. Presence of physical evidence

5. Any statements by victim

6. Where victim was at time of crime

7. How victim was situated (i.e. sitting, standing, prone)

8. Others as may be identified.

**Performance Outcome ~~5.26~~ 5.7**

Determine reliability and credibility of witnesses.

**Training Objectives Relating to ~~5.26~~ 5.7**

1. Given a written exercise, identify resources to help determine the reliability and credibility of witnesses.

**Criteria:** The trainee student shall be tested on the following:

~~5.26.1.~~ 5.7.1. Identification of Identify three resources that help determine reliability and credibility of witnesses ~~from the list on the lesson plan guide.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. National Crime Information Network (NCIC)

2. Virginia Crime Information Network (VCIN)

3. Department of Motor Vehicles (DMV)

4. Probation and Parole

5. Criminal histories

6. Arrest records

7. Retail merchant credit checks

8. Utilities inquiries

9. Public records

10. U.S. Postal Service

11. Military records

12. Other law enforcement agencies

13. Financial institutions

14. Crime analysis information exchanges

15. Automatic Fingerprint Identification (AFIS)

16. Employers, former employers

17. Others as may be identified.

### 17. Law enforcement databases

~~**Instructor Note: Advise trainees that they must identify department policy regarding privacy and security of persons and information as part of department training.**~~

### Performance Outcome ~~5.2~~ 5.8

Conduct a field suspect identification (“show-up”).

### **Training Objectives Relating to ~~5.2~~ 5.8**

1. Given a written exercise, identify the factors to consider in when conducting a field suspect identification (“show-up”) ~~as a first responder.~~

**Criteria:** The trainee student shall be tested on the following:

~~5.2.1.~~ 5.8.1. Define a field suspect identification (“show-up”).

~~5.2.2.~~ 5.8.2. Identify three evidentiary elements to be considered when conducting a “showup.”

~~5.2.3.~~ 5.8.3. List procedures for conducting a field suspect identification (“show-up”).

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. Define a field suspect identification (“show-up”) as the procedure to take the victim or witness to the location where the suspect may be for purpose of identification-
2. Identify evidentiary elements to be considered when conducting a “show-up”
  - a. The opportunity of the witness to view the criminal at the time of the crime
  - b. The witness’ degree of attention
  - c. The accuracy of the witness’ prior description of the criminal
  - d. The level of certainty demonstrated by the witness at the confrontation
  - e. The length of time between the crime and the confrontation
  - f. The length of time related to distance from the crime scene
  - g. Constitutional limitations
  - h. Physical and mental capacity of witnesses

i. Potential biases of witness

3. List procedures for conducting a field suspect identification (“show-up”)-

- a. Determine ability of victim or witness to visually make an identification from a vehicle
- b. Identify safety concerns related to taking the victim or witness to the location of the suspect
- c. Call for assistance to be ready to make the arrest should a positive identification be made
- d. Take the victim or witness to the location of the suspect; ask only if he or she can identify the person who committed the crime

**Performance Outcome 5.17 5.9**

Photograph or videotape crime scene for evidence documentation and scene depiction.

**Training Objective Relating to 5.17 5.9**

1. Given a written or audio-visual practical exercise, identify document a crime scene using photographs. types of photographs that should be taken at a crime scene for evidence documentation and scene depiction.

**Criteria:** The trainee student shall be tested on the following:

~~5.17.1.~~ 5.9.1. Close-up Take overall.

~~5.17.2.~~ 5.9.2. Take Mid-range mid-range.

~~5.17.3.~~ 5.9.3. Overall Take close-up.

5.9.4. Take close-up with a scale.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. Photographs, notes and sketches to be used to document the crime scene

2. Body-worn cameras should not replace crime scene photographs as a means of documenting a crime scene

~~1.~~ Close-up

~~2.~~ Mid-range

~~3.~~ Overall

~~4.~~ Available lighting

~~5.~~ Photographs & scales

~~**Instructor Note: Advise trainees that they will be instructed in the use of the department camera during field training if assigned to take photographs.**~~

**Performance Outcome ~~5.18~~ 5.10**

Record locations of all evidence recovered from a crime scene.

**Training Objectives Relating to ~~5.18~~ 5.10**

1. Given a practical exercise, record the location of all evidence in a crime scene sketch.

**Criteria:** The trainee student shall be tested on the following:

~~5.18.1.~~ 5.10.1. Record on paper Sketch crime scene and document:

~~5.18.1.1.~~ 5.10.1.1. Date

~~5.18.1.2.~~ 5.10.1.2. Time

~~5.18.1.3.~~ 5.10.1.3. Officer's name

~~5.18.1.4.~~ 5.10.1.4. Location and identification of evidence

~~5.18.1.5.~~ 5.10.1.5. Case number

~~5.18.1.6.~~ 5.10.1.6. Crime scene location

~~5.18.1.7.~~ 5.10.1.7. Type of offense

~~5.18.1.8.~~ 5.10.1.8. Directional indicators (N, S, E, W)

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section.

**~~1.~~ Record on paper**

~~a.~~ Date

~~b.~~ Time

~~c.~~ Officer's name

~~d.~~ Location and identification of evidence

~~e.~~ Case number

~~f.~~ Crime scene location

~~g.~~ Type of offense

~~h.~~ Directional indicators (N, S, E, W)

**Performance Outcome ~~5.19~~ 5.11**

Identify investigative and potential laboratory value of evidence from crime scenes, and crime lab analyses analysis that help investigative efforts.

## Training Objectives Relating to ~~5.19~~ 5.11

Given a written exercise:

1. Identify items ~~observed from crime scenes~~ that may have potential investigative value as having potential value for investigative and items that require laboratory analysis that may result in evidence.

2. Identify items that require laboratory analysis that may result in evidence.

~~2.3.~~ Identify types of forensic analyses analysis that can be conducted to assist investigations.

**Criteria:** The trainee student shall be tested on the following:

5.19.1. 5.11.1. Identification Identify of three items on the lesson plan guide as having that have investigative or laboratory analysis value.

5.19.2. 5.11.2. Identification of three Identify types of evidence which require laboratory analysis. ~~forensic analysis from the lesson plan guide.~~

5.11.3. Identify types of laboratory analyses which can further investigations.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

## 1. Items that could be of evidentiary value

### a. Firearms

(i). Cartridge Cases - NIBIN (National Integrated Ballistics Information Network)

(ii). Projectiles

(iii). Gunshot residue – PRK (Primer Residue Kit)

### b. Bodies

(i). Post mortem lividity/rigor mortis

(ii). Decomposition/insects under or around body

(iii). Bite marks

(iv). Ligature marks

(v). Finger marks

(vi). Other/additional injuries

### c. PERK (Physical Evidence Recovery Kit)

### d. Hair

### e. Blood/bodily fluids

### f. Bloodstain patterns

### g. Drugs/substances/paraphernalia

### h. Toxicology

### i. Tool marks

j. Automobile lamps and other parts

k. Paint

l. Synthetic fibers/clothing

m. Glass

n. Footwear and tire impressions

o. Anatomical features (impressions)

p. Fingerprints

q. DNA

r. Questioned documents (i.e. checks, wills, etc.)

s. Arson/explosive/chemical residue

t. Electronic/digital Evidence

u. Cell phones

v. Video

w. Computers

x. Other digital media

## 2. Factors that can impact evidence

a. Time

b. Weather

c. Temperature

d. Humidity

e. Chain of Custody

3. Items that usually require submission for laboratory analysis

a. DNA

(i). Can identify bodily fluids/secretions that suspect left at scene

(ii). Samples can be run against the DNA Databank or directly compared to suspects

b. Questioned Documents

(i). Can compare writing samples (i.e. handwriting from suicide note to known writing sample)

c. PERK (Physical Evidence Recovery Kit)

(i). Usually obtained when sexual assault is suspected

d. Hair

e. Fibers

f. PRK (Primer Residue Kit)

(i). Usually obtained from the hands of an individual via kit issued by DFS.

(ii). Tests for the presence of elements found in gunshot residue.

(iii). Can help determine if a person fired a gun or was near the firing of a gun

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**1. Firearms**

**2. Toolmarks**

**3. Fingermarks**

**4. Automobile lamps and other parts**

**5. Blood/Body Fluid**

**6. Drugs/Drug substances/Drug  
paraphernalia**

**7. Hair**

**8. Fingerprints**

**9. Questioned documents (checks, wills, etc.)**

**10. Bloodstain patterns**

**11. Paint**

**12. Synthetic fibers/clothing**

**13. Glass**

**19. Vegetation under or around body**

**20. Insects under or around body**

**21. Bite marks**

**22. PERK (Physical Evidence Recovery Kit)**

**23. Ligature marks**

**24. Skin coloring (e.g. carbon monoxide)**

**25. Amount of swelling**

**26. Temperature**

**27. Weather**

**28. Humidity**

**29. Cartridge Cases**

**30. NIBIN (National Integrated Ballistics Information Network)**

**31. Projectiles**

~~14. Gunshot residue (GSR)~~

~~32. General debris~~

~~15. Fire debris~~

~~33. DNA~~

~~16. Footwear and tire impressions~~

~~34. Toxicology~~

~~17. Anatomical features  
(impressions)~~

~~35. Arson/explosive/chemical  
residue~~

~~18. Post mortem lividity~~

**Performance Outcome ~~5.20~~ 5.12**

Locate, evaluate, and collect or protect evidence from at a crime scene. Prepare fingerprints, questioned documents and other evidence for lab submission.

**Training Objectives Relating to ~~5.20~~ 5.12**

1. Given a practical exercise, ~~describe and~~ demonstrate the collection and packaging of evidence as prescribed by the state laboratory. (~~Division~~ Department of Forensic Science “Evidence Handling and Laboratory Capabilities Guide”).

~~2. Given a practical exercise, locate, evaluate, and collect latent prints from the following surfaces: glass, plastic, and aluminum.~~

~~3. Given a written or practical exercise, identify surfaces that should be taken directly to the lab or processed by a technician for latent print recovery.~~

**Criteria:** The trainee student shall be tested on the following: Needs to be revised!

~~5.20.1. 5.12.1. Collection Collect evidence.~~

~~5.20.2. 5.12.2. Packaging Package evidence.~~

~~5.20.3. 5.12.3. Complete Lab laboratory submission forms. completion~~

~~5.20.4. The process for lifting latent prints from glass, plastic, and aluminum.~~

~~5.20.5. The process to search for prints by use of appropriate lighting techniques (flashlight to alternate light source).~~

~~5.20.6. Identification of the surfaces from the following list that should be taken directly to the lab or processed by a technician:~~

~~5.20.6.1. Crinkled surfaces (metal, wood, plastic)~~

~~5.20.6.2. Moist surfaces~~

~~5.20.6.3. Galvanized metal~~

~~5.20.6.4. Paper~~

~~5.20.6.5. Unpainted wood~~

~~5.20.6.6. Prints in blood, paint and other liquids~~

~~5.20.6.7. Plastic bags (lab)~~

~~5.20.6.8. Ferris metal (lab)~~

~~5.20.6.9. Painted wood – non-porous surface (lab)~~

~~5.20.6.10. Items containing other types of evidence such as blood~~

~~5.20.6.11. Textured surfaces, i.e., typewriter case, computers, etc.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section.

~~1. Collection of latent prints.~~

~~2. Packaging of latent prints.~~

~~3. Lab submission forms completion.~~

~~4. The process for lifting latent prints from glass, plastic, and aluminum.~~

~~5. The process to search for prints by use of appropriate lighting techniques (flashlight to alternate light source).~~

~~6. Identification of the surfaces from the following list that should be taken directly to the lab or processed by a technician:~~

- ~~a. Crinkled surfaces (metal, wood, plastic)~~
- ~~b. Moist surfaces~~
- ~~c. Galvanized metal~~
- ~~d. Paper~~
- ~~e. Unpainted wood~~
- ~~f. Prints in blood, paint and other liquids~~
- ~~g. Plastic bags (lab)~~
- ~~h. Ferris metal (lab)~~
- ~~i. Painted wood – non-porous surface (lab)~~
- ~~j. Items containing other types of evidence such as blood~~
- ~~k. Textured surfaces, i.e., typewriter case, computers, etc.~~

**Performance Outcome ~~5.21~~ 5.13**

Identify a means to locate, evaluate, and collect latent prints ~~Identify the circumstances under which a suspect may be lawfully fingerprinted., and obtain classifiable fingerprints for the purpose of subject identification.~~

### **Training Objectives Relating to ~~5.21~~ 5.13**

- ~~1. Given a written and practical exercise, identify the circumstances which lawfully permit fingerprinting a suspect, and obtain classifiable fingerprints.~~

1. Given a practical exercise, obtain classifiable fingerprints.

2. Given a practical exercise, locate, evaluate, and collect latent prints.

3. Given a written exercise, identify surfaces that should be taken directly to the lab or processed by a technician for latent print recovery.

4. Given a written exercise, Identify the purpose of elimination fingerprints.

**Criteria:** The trainee student shall be tested on the following:

#### **Practical exercise:**

~~5.21.1. Identify the circumstances under which a suspect may be lawfully fingerprinted.~~

5.21.3. 5.13.1. Obtain classifiable fingerprints for the purpose of subject identification in a practical demonstration utilizing proper fingerprinting techniques and equipment.

5.20.4. 5.13.2. Demonstrate The the process for lifting latent prints from glass, plastic, and aluminum.

5.20.5. 5.13.3. Demonstrate The the process to search for prints by use of appropriate lighting techniques (flashlight to alternate light source).

**Written exercise:**

5.20.6. 5.13.4. Identification of Identify the surfaces from the following list that should be taken directly to the lab or processed by a specially trained technician.

5.20.6.1. Crinkled surfaces (metal, wood, plastic)

5.20.6.2. Moist surfaces

5.20.6.3. Galvanized metal

5.20.6.4. Paper

5.20.6.5. Unpainted wood

5.20.6.6. Prints in blood, paint and other liquids

~~5.20.6.7. Plastic bags (lab)~~

~~5.20.6.8. Ferris metal (lab)~~

~~5.20.6.9. Painted wood—non-porous surface (lab)~~

~~5.20.6.10. Items containing other types of evidence such as blood~~

~~5.20.6.11. Textured surfaces, i.e., typewriter case, computers, etc.~~

~~5.21.2. 5.13.5. Identify the purpose of elimination fingerprints.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

~~1. Identify the circumstances under which a suspect may be lawfully fingerprinted.~~

~~a. Charged with a felony~~

~~b. Charged with a class I or class II misdemeanor~~

~~c. Convicted of the above~~

~~d. Juveniles~~

~~2. Identify the purpose of elimination fingerprints.~~

~~3. Obtain classifiable fingerprints for the purpose of subject identification in a practical demonstration utilizing proper fingerprinting techniques and equipment.~~

~~a. Rolling~~

~~b. Livescan (where available)~~

1. Identification of the surfaces from the following list that should be taken directly to a lab or processed by a technician:

a. Crinkled surfaces (i.e. metal, wood, plastic)

b. Moist surfaces

c. Galvanized metal

d. Paper

e. Unpainted wood

f. Prints in blood, paint and other liquids

g. Plastic bags (lab)

h. Ferris metal (lab)

i. Painted wood - non-porous surface (lab)

j. Items containing other types of evidence such as blood

k. Textured surfaces (i.e. leather, computers, etc.)

**Performance Outcome 5.24 5.14**

Ensure full understanding of the words of an interviewee, suspect, victim. Complete an accurate written report based on an interview.

**Training Objectives Relating to 5.24 5.14**

1. Given a practical exercise, complete an accurate written report based on an interview.

**Criteria:** The trainee student shall be tested on the following:

5.24.1. 5.14.1. Document Facts facts related to the crime.

5.24.2. 5.14.2. Document Events events preceding the crime.

5.24.3. 5.14.3. Write a synopsis of the information gained during the interview.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

~~1. Facts related to the crime.~~

~~2. Events preceding the crime.~~

~~3. Identification of good listening techniques that encourage the person to talk.~~

~~4. Clarification of words or slang.~~

~~5. Use of open-ended questions.~~

~~6. Use of simple and focused language.~~

~~7. Use of "listening" body language~~

~~a. Casual observation~~

~~b. Feedback language~~

~~c. Gaining complete information about interviewee~~

~~8.~~ 1. Write a synopsis of the information gained during the interview

a. Summarize the statements of witnesses and complainants to answer who, what, where, when, why, and how of an incident

b. Use a functional rather than a literary style

c. Be accurate, reliable, and objective

d. Remove grammar and spelling errors

e. Cover as completely as possible what the witness sees or knows-

**Performance Outcome 4.1 5.15**

Conduct photographic line-up to identify arrestee/suspects.

**Training Objective Related to 4.1 5.15**

1. Given a written exercise, list factors to consider when ~~doing~~ conducting a photographic lineup.

**Criteria:** The ~~trainee~~ student will be tested on the following:

~~4.1.1. Same sex~~

5.15.1. List factors to consider when conducting a photographic lineup.

5.15.1.1. Same gender, Similar similar size, height, weight, build, color, race, ethnic background, hair color and length, age, facial hair, and other characteristics such as glasses or visible tattoos

5.15.1.2. Similar background in photo, same size photos, and either black/white or color photos for all

5.15.1.3. Using a minimum of six photos the number of photos specified in the reference "Eyewitness Evidence, a Guide for Law Enforcement" published by the U.S. Department of Justice, present each photo

individually in a sequential manner. ~~Use either black/white photos for all or color photos for all.~~

5.15.1.4. Descriptors that victim or witnesses provide (instructor to provide for class) **Whenever possible, someone who is not familiar with the suspect or the case should present the photos or use the “folder shuffle” method**

~~4.1. Do not use photos that reflect bias toward one person, i.e. mug shots for some and not all. (redundant to 4.1.1.2.)~~

5.15.1.5. Preserve presentation order and photos in their original condition

**Lesson Plan Guide:** The lesson plan shall include all items listed in the Criteria section and the additional information below. the following:

**1. Photographic line-up factors:**

- ~~a. Same sex~~
- ~~b. Similar size, build, color, race, ethnic background~~
- ~~c. Similar background in photo~~
- ~~d. Using the number of photos specified in the reference “Eyewitness Evidence, a Guide for Law Enforcement” published by the U.S. Department of Justice, present~~

~~each photo individually in a sequential manner. Use either black/white photos for all or color photos for all.~~

~~e. Descriptors that victim or witnesses provide (instructor to provide for class)~~

~~f. Do not use photos that reflect bias toward one person, i.e. mug shots for some and not all.~~

## ~~2. Approaches for using photo identification~~

~~a. Preparing a group of photographs for the witness to review~~

~~b. Presenting each photograph individually to the witness~~

~~**Instructor Note: Advise trainees that they will be expected to demonstrate a photographic line up using the above factors correctly during department training. \*Reference “Eyewitness Evidence, A Guide for Law Enforcement” published by the U.S. Dept. of Justice.**~~

1. Use the reference “Eyewitness Identification Procedures for Conducting Photo Arrays,” published by the U.S. Department of Justice, as a resource

## **Performance Outcome ~~5.3~~ 5.16**

Communicate with law enforcement personnel within the agency or with other agencies to exchange information in order to obtain or provide assistance in an investigation.

## **Training Objectives Related to ~~5.3~~ 5.16**

1. Given a written exercise, identify the types of information and sources for obtaining information useful to any agency conducting an investigation.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

~~5.3.1.~~ 5.16.1. Identify ~~three~~ types of information available within your agency or with other agencies to obtain or to provide in order to render assistance in an investigation.

~~5.3.1.1. Descriptive information about a suspect~~

~~5.3.1.2. Information about other crimes suspect may have committed~~

~~5.3.1.3. Knowledge of possible whereabouts of suspect~~

~~5.3.1.4. Family, friends, associates, co-workers of suspect~~

~~5.3.1.5. Behavior patterns of suspect~~

~~5.3.1.6. Occupation~~

~~5.3.1.7. Modus operandi (cross reference to 5.1.)~~

~~5.3.1.8. Peculiarities of suspect~~

~~5.3.1.9. Others as may be identified.~~

5.3.2. 5.16.2. Identify three various sources that may be used to obtain information relevant to an investigation.

~~5.3.2.1. National Crime Information Network (NCIC)~~

~~5.3.2.2. Virginia Crime Information Network (VCIN)~~

~~5.3.2.3. Department of Motor Vehicles (DMV)~~

~~5.3.2.4. Probation and Parole~~

~~5.3.2.5. Criminal Histories~~

~~5.3.2.6. Arrest Records~~

~~5.3.2.7. Retail Merchant Credit Checks~~

~~5.3.2.8. Utilities Inquiries~~

~~5.3.2.9. Public Records~~

~~5.3.2.10. U.S. Postal Service~~

~~5.3.2.11. Military Records~~

~~5.3.2.12. Other Law Enforcement Agencies~~

~~5.3.2.13. Financial Institutions~~

~~5.3.2.14. Crime Analysis Information Exchanges~~

~~5.3.2.15. Automatic Fingerprint Identification System (AFIS)~~

~~5.3.2.16. Surveillance~~

~~5.3.2.17. Health care records as noted in [§32.1-127.1:03](#).~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. Types of information available within your agency or with other agencies to obtain or to provide in order to render assistance in an investigation

- a. Descriptive information about a suspect
- b. Information about other crimes suspect may have committed
- c. Knowledge of possible whereabouts of suspect
- d. Family, friends, associates, co-workers of suspect
- e. Behavior patterns of suspect
- f. Occupation
- g. Modus operandi (cross reference to 5.1)

h. Peculiarities of suspect

~~i. Others as may be identified.~~

2. Various sources that may be used to obtain information relevant to an investigation.

a. National Crime Information Network (NCIC)

b. Virginia Crime Information Network (VCIN)

c. Department of Motor Vehicles (DMV)

d. Probation and Parole

e. Criminal histories

f. Arrest records

~~g. Retail merchant credit checks~~

~~h.~~ g. Utilities inquiries

~~i.~~ h. Public records

~~j.~~ i. U.S. Postal Service

~~k.~~ j. Military records

↳ k. Other law enforcement agencies

↳ l. Financial institutions

↳ m. Crime analysis information exchanges

↳ n. Automatic Fingerprint Identification System (AFIS)

↳ o. Surveillance

↳ p. Health care records as noted in § [32.1-127.1:03](#)

q. Law enforcement databases

r. Social media

### **Performance Outcome ~~5.25~~ 5.17**

Examine public records or records that are available only for law enforcement purposes to help locate missing or wanted persons.

### **Training Objectives Relating to ~~5.25~~ 5.17**

1. Given a written exercise, identify public records or records that are only for law enforcement purposes which should be examined to help locate missing or wanted persons.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

~~5.25.1.~~ 5.17.1. ~~Identification of~~ Identify three types of public records that help to locate missing or wanted persons from the list on the lesson plan.

~~5.25.2.~~ 5.17.2. ~~Identification~~ Identify of three types of records that are only for law enforcement purposes that should be examined to help locate missing or wanted persons from the list on the lesson plan.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. National Crime Information Network (NCIC)
2. Virginia Crime Information Network (VCIN)
3. Department of Motor Vehicles (DMV)
4. Probation and Parole
5. Criminal histories
6. Arrest records
7. Retail merchants credit checks
8. Utilities inquiries

9. U. S. Postal Service

10. Property tax records

11. Assessors records

12. Social Service records

13. Court records

14. Public school records

15. Military records

16. Financial records

17. Other law enforcement agencies

18. Unemployment compensation records

19. Police Law enforcement reports

~~20. ROCIC (Regional Organized Crime Information Center)~~

~~21. MAGLOCEN (Mid-Atlantic Great Lakes Organized Crime Law Enforcement Network)~~

~~—similar to Homicide Assessment & Lead Tracking (HALT) and Violent Criminal~~

~~Apprehension Program (VICAP) but for northern states)~~

~~22. Virginia Association of Law Enforcement Intelligence Documentation (VALID)~~

~~(publication and networking groups)~~

~~23.~~ 20. State Police Fugitive Unit

~~24. Others as may be identified.~~

21. Law enforcement databases

22. Social media accounts

~~*Instructor Note: Advise trainees that they must identify department policy regarding privacy and security of persons and information as part of department training.*~~

Performance Outcome ~~5.6~~ 5.18 (Separate into 2)

Investigate cases of child abuse and neglect ~~or elder abuse and neglect.~~

**Training Objectives Relating to ~~5.6~~ 5.18**

1. Given a written exercise, ~~Identify~~ identify the duties of the first responding officer to investigate cases of child abuse and neglect ~~, or elder abuse and neglect and notify Department of Social Services when appropriate.~~

**Criteria:** The trainee student shall be tested on the following:

~~5.6.1.~~ 5.18.1. Identify the Code of Virginia requirements for reporting suspected child abuse or neglect.

~~5.6.2.~~ 5.18.2. Identify three duties of first responding officer for investigating cases of child abuse or neglect.

~~5.6.3.~~ 5.18.3. Identify potential warning signs of child abuse or neglect.

5.18.4. Identify the purpose/need for child forensic interview.

~~5.6.4.~~ 5.18.5. Identify people who may provide relevant information.

5.18.6. Identify the need to ensure the safety of the child.

~~5.6.5. Identify Code of Virginia requirements for reporting suspected elder abuse or neglect.~~

~~5.6.6. Identify three potential warning signs of elder abuse or neglect.~~

~~5.6.6.1. Mental state of victim~~

~~5.6.6.2. Reports of frequent hunger~~

~~5.6.6.3. Inappropriate clothing for weather~~

~~5.6.6.4. Frequent/suspicious bruising or injuries; past signs of abuse/neglect~~

~~5.6.6.5. Possible sexual assault~~

~~5.6.6.6. Witness(es) to abuse or neglect~~

~~5.6.6.7. Lack of caretaker for elder person.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. Code of Virginia requirements for reporting suspected child abuse or neglect (§ 63.2-1509):-

2. Identify three duties of first responding officer for investigating cases of child or elder abuse or neglect:-

a. Ensure the safety of the child or elder person and seek medical attention if needed

b. Determine if a crime has been committed-

c. Make proper notifications- (CPS, Investigations, hospital examination, Social Services, etc.)

3. Identify potential warning signs of child abuse or neglect:-

a. Frequent hunger

- b. Inappropriate clothing for weather
- c. Frequent/suspicious bruising or injuries
- d. Inappropriate sexual behavior
- e. Lack of adult supervision for child frequently getting into mischief
- f. Drug/alcohol use
- g. Runaways/incorrigibles
- ~~h. Others as may be identified.~~

#### 4. Purpose of child forensic interview

##### a. Identify resources to assist with the child forensic interviews

#### ~~4.~~ 5. Identify people who may provide relevant information-

- a. Victim child (interview separately)
- b. Doctors/hospital personnel
- c. Child protective services (obtain psychiatric evaluation)
- d. School personnel

e. Neighbors

f. Other children

g. Interview parents separately (check custody arrangements and interview all parties with access to the child)-

6. Identify the need to ensure the safety of the child

a. Child Protective Services (CPS) Safety plan

b. Ensure the child is in a safe environment and separated from the suspected offender, before you leave the call for service

~~5. Identify Code of Virginia requirements for reporting suspected elder abuse or neglect (§ [63.2-1606](#)).~~

~~6. Identify three potential warning signs of elder abuse or neglect.~~

~~a. Mental state of victim~~

~~b. Reports of frequent hunger~~

~~c. Inappropriate clothing for weather~~

~~d. Frequent/suspicious bruising or injuries; past signs of abuse/neglect~~

~~e. Possible sexual assault~~

~~f. Witness(es) to abuse or neglect~~

~~g. Lack of caretaker for elder person.~~

**Performance Outcome ~~5.6.~~ 5.19 (NEW) (Separated into two)**

Investigate cases of ~~child abuse and neglect or~~ elder abuse and neglect.

**Training Objectives Relating to ~~5.6.~~ 5.19**

**1. Given a written exercise, identify the duties of the first responding officer to investigate cases of elder abuse and neglect.**

**Criteria: The student shall be tested on the following:**

**5.19.1. Identify Code of Virginia requirements for reporting suspected elder abuse or neglect.**

**5.19.2. Identify potential warning signs of elder abuse or neglect.**

**Lesson Plan Guide: The lesson plan shall include all items listed in the Criteria section and the additional information below.**

**1. Code of Virginia requirements for reporting suspected elder abuse or neglect (§ 63.2-1606)**

2. Identify the potential warning signs of elder abuse or neglect

a. Mental state of victim

b. Reports of frequent hunger

c. Inappropriate clothing for weather

d. Frequent/suspicious bruising or injuries; past signs of abuse/neglect

e. Indicators of possible sexual assault

f. Witness(es) to abuse or neglect

g. Lack of caretaker for elder person

h. Signs/indicators of financial exploitation

3. Explain the additional challenges presented in abuse cases in an institution (i.e. nursing facility)

4. Identify the differences between physical abuse and neglect

**Performance Outcome 5.8 5.20**

Conduct preliminary investigation of a rape or sexual offense, and follow-up investigation when assigned.

## Training Objectives Related to ~~5.8~~ 5.20

1. Given a written or practical exercise, identify or demonstrate the duties of the first responding officer investigating a rape or sexual offense.

**Criteria:** The trainee student shall be tested on the following:

- ~~5.8.1.~~ 5.20.1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the ~~rape~~ assault.
- ~~5.8.2.~~ 5.20.2. Calm the victim and seek appropriate medical attention.
- ~~5.8.3.~~ 5.20.3. Identify and separate witnesses.
- ~~5.8.4.~~ 5.20.4. Secure the crime scene and protect evidence.
- ~~5.8.5.~~ 5.20.5. Notify the appropriate investigating agency.
- ~~5.8.6.~~ 5.20.6. Provide referrals to services that assist victims of sex crimes.
- ~~5.8.7.~~ 5.20.7. Identify the evidentiary value of a PERK (Physical Evidence Recovery Kit).
- ~~5.8.8.~~ 5.20.8. Complete necessary reports.
- ~~5.8.9.~~ Identify procedures to follow should a polygraph or similar truth-telling examination be requested of a victim of a sex offense (~~§19.2-9.1~~).

~~5.8.10.~~ 5.20.9. Provide the appropriate notifications in accordance with § 19.2-11.11.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

~~1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the rape.~~

~~2.~~ 1. Calm the victim and seek appropriate medical attention.

a. Arrange for PERK (Physical Evidence Recovery Kit) administration

2. Victim-centered sexual assault response

a. Treat each victim with consideration, compassion and professionalism. Keep personal values, opinions, and judgments out of the response

b. Understand reasons why sexual assault crimes are under reported

c. Understand misconceptions about sexual assault

~~3. Identify and separate witnesses.~~

~~4. Secure the crime scene and protect evidence.~~

~~5. Notify the appropriate investigating agency~~

~~6. Provide referrals to services that assist victims of sex crimes.~~

~~7. Identify the evidentiary value of a PERK (Physical Evidence Recovery Kit).~~

~~8. Complete necessary reports.~~

~~9. Identify procedures to follow should a polygraph or similar truth-telling examination be requested of a victim of a sex offense. (§[19.2 9.1](#)).~~

~~10. Provide the appropriate notifications in accordance with [§19.2 11.11](#).~~

#### **Performance Outcome ~~5.9~~ 5.21**

Conduct preliminary investigation of events related to a robbery.

#### **Training Objectives Relating to ~~5.9~~ 5.21**

1. Given a written or practical exercise, identify or demonstrate the duties of the first responding officer to investigate events relating to a robbery.

**Criteria:** The trainee student shall be tested on the following:

~~5.9.8~~ 5.21.1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

5.21.1.1. Provide responding officers suspect(s) description, over the radio

~~5.9.1.~~ 5.21.2. Check for injury/death.

~~5.9.2.~~ 5.21.3. Notify proper authorities. resources.

~~5.9.3.~~ 5.21.4. Protect the crime scene according to requirements of the nature of the crime.

~~5.9.4.~~ 5.12.5. Locate and separate witnesses.

~~5.9.5.~~ 5.21.6. Assist as needed on scene.

~~5.9.6.~~ Check with supervisor to determine if follow-up is needed.

~~5.9.7.~~ 5.21.7. Complete necessary reports.

~~5.9.8.~~ Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section.

~~1.~~ Check for injury/death.

~~2.~~ Notify proper authorities.

~~3.~~ Protect the crime scene according to requirements of the nature of the crime.

~~4. Locate witnesses.~~

~~5. Assist as needed on scene.~~

~~6. Check with supervisor to determine if follow-up is needed.~~

~~7. Complete necessary reports.~~

~~8. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.~~

**Performance Outcome ~~5.10~~ 5.22**

Conduct a preliminary investigation of a burglary, and follow-up investigation when assigned.

**Training Objectives Relating to ~~5.10~~ 5.22**

1. Given a written or practical exercise, identify or demonstrate the duties of the first responding officer to investigate events relating to a burglary.

**Criteria:** The trainee student shall be tested on the following:

~~5.10.9.~~ 5.22.1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

~~5.10.1.~~ 5.22.2. Check for injury/death.

~~5.10.2.~~ 5.22.3. Notify proper authorities. resources.

~~5.10.3.~~ 5.22.4. Locate point of entry/exit.

~~5.10.4.~~ 5.22.5. Protect the crime scene according to requirements of the nature of the crime.

~~5.10.5.~~ 5.22.6. Locate and separate witnesses.

~~5.10.6.~~ 5.22.7. Assist as needed on scene.

~~5.10.7.~~ Check with supervisor to determine if follow-up is needed.

~~5.10.8.~~ 5.22.8. Complete necessary reports.

~~5.10.9.~~ Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

**Lesson Plan Guide:** The lesson plan shall include all items listed in the Criteria section.

the following:

~~1.~~ Check for injury/death.

~~2.~~ Notify proper authorities.

~~3.~~ Locate point of entry/exit.

~~4. Protect the crime scene according to requirements of the nature of the crime.~~

~~5. Locate witnesses.~~

~~6. Assist as needed on scene.~~

~~7. Check with supervisor to determine if follow up is needed.~~

~~8. Complete necessary reports.~~

~~9. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.~~

#### **Performance Outcome ~~5.11~~ 5.23**

Conduct a preliminary investigation of an assault, and follow-up investigation when assigned.

#### **Training Objectives Relating to ~~5.11~~ 5.23**

1. Given a written or practical exercise, identify or demonstrate the duties of the first responding officer to investigate events relating to an assault.

**Criteria:** The trainee student shall be tested on the following:

~~5.11.8.~~ 5.23.1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

~~5.11.1.~~ 5.23.2. Check for injury/death.

~~5.11.2.~~ 5.23.3. Notify proper authorities resources.

~~5.11.3.~~ 5.23.4. Protect the crime scene according to requirements of the nature of the crime.

~~5.11.4.~~ 5.23.5. Locate witnesses.

~~5.11.5.~~ 5.23.6. Assist as needed on scene.

~~5.11.6.~~ Check with supervisor to determine if follow-up is needed.

5.11.7. Complete necessary reports.

~~5.11.8.~~ Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section.

~~1.~~ Check for injury/death.

~~2.~~ Notify proper authorities.

~~3.~~ Protect the crime scene according to requirements of the nature of the crime.

~~4. Locate witnesses.~~

~~5. Assist as needed on scene.~~

~~6. Check with supervisor to determine if follow-up is needed.~~

~~7. Complete necessary reports.~~

~~8. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.~~

**Performance Outcome ~~5.12~~ 5.24**

~~1. Conduct a preliminary investigation of a larceny, and follow-up investigation when assigned.~~

~~2. Estimate and record the value of stolen or recovered goods. Conduct an investigation to locate, identify, and return stolen property.~~

**Training Objectives Relating to ~~5.12~~ 5.24**

**Given a written or practical exercise:**

~~1. Identify or demonstrate the duties of the first responding officer to investigate events relating to a larceny.~~

2. Identify sources which can be utilized to assist in estimating and recording the value of stolen or recovered goods.

3. Identify methods to determine if property is stolen and identifiers that help to trace stolen property.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

**For first responder duties:**

~~5.12.8.~~ 5.24.1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

~~5.12.1.~~ 5.24.2. Check for injury/death.

~~5.12.2.~~ 5.24.3. Notify proper authorities.

~~5.12.3.~~ 5.24.4. Protect the crime scene according to requirements of the nature of the crime.

5.24.5. Interview victim.

~~5.12.4.~~ 5.24.6. Locate witnesses.

5.24.7. Check for surveillance cameras.

5.24.8. Establish actual ownership.

5.12.5. 5.24.9. Assist as needed on scene.

~~5.12.6. Check with supervisor to determine if follow-up is needed.~~

5.12.7. 5.24.10. Complete necessary reports.

~~5.12.8. Determine if the crime is in progress, if the suspect is still on the premises,  
or how much time has elapsed since the crime.~~

~~**For estimating and recording the value of stolen goods:**~~

5.12.9. 5.24.11. Identify three sources from the lesson plan list that may assist  
with estimating the value of stolen property.

~~**For tracing stolen property:**~~

5.12.10. 5.24.12. Identify three methods to determine if property is stolen and  
how to trace it.

5.12.11. 5.24.13. List three unique identifiers of stolen goods that assist in  
conducting a trace.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the  
Criteria section and the additional information below.

~~**First responder duties:**~~

~~1. Check for injury/death.~~

~~2. Notify proper authorities.~~

~~3. Protect the crime scene according to requirements of the nature of the crime.~~

~~4. Locate witnesses.~~

~~5. Assist as needed on scene.~~

~~6. Check with supervisor to determine if follow-up is needed.~~

~~7. Complete necessary reports.~~

~~8. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.~~

1. Sources that assist in estimating and recording the value of stolen goods:-

a. Bill of sale/receipts

b. Online research

~~1. National Automobile Dealers Association (NADA) Books (for vehicles and boats).~~

~~2. American Insurance Association~~

~~3. Personal Property Tax Records~~

~~4. Pawn Shop Blue Books~~

~~5. Replacement cost estimates~~

~~6. Appraisal lists by experts~~

~~7. Insurance adjusters~~

~~Tracing stolen property:~~

~~1. 2. Methods to determine if property is stolen and how to trace it-~~

~~a. Check Virginia Crime Information Network (VCIN)/National Crime Information Network (NCIC) entries~~

~~b. Checking of teletypes and pawn shop lists~~ additional law enforcement sensitive databases

~~c. Attempt restoration of serial/model numbers~~

~~d. Check Vehicle Identification Number (VIN) assist for vehicles~~

~~e. Check manufacturer lot numbers~~

~~f. Check for social security~~ owner applied number

~~g. Check with informants/concerned citizens~~

~~h. Others as may be identified.~~

**2.3. Unique identifiers of stolen goods that assist in conducting a trace**

a. Serial numbers

b. Model numbers

c. Etched numbers Owner-applied number

~~d. Social security number~~

e. d. Unique descriptors of the goods (i.e. marks, dents, etc.)

~~f.~~ e. Easily seen (i.e. stickers in a window, unique color)

~~g.~~ f. Obliterated (i.e. numbers)

~~h.~~ g. Hidden (i.e. VIN number)

~~i. Others as may be identified.~~

**Performance Outcome 5.13 5.25**

Conduct a preliminary investigation of a hate crime, ~~and follow up investigation when~~  
~~assigned.~~

## Training Objectives Relating to ~~5.13~~ 5.25

1. Given a written or practical exercise, identify or demonstrate the duties of the first responding officer to investigate events relating to a hate crime.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

~~5.13.8.~~ 5.25.1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

~~5.13.1.~~ 5.25.2. Check for injury/death.

~~5.13.2.~~ 5.25.3. Notify proper authorities. resources.

~~5.13.3.~~ 5.25.4. Protect the crime scene according to requirements of the nature of the crime.

~~5.13.4.~~ 5.25.5. Locate and separate witnesses.

~~5.13.5.~~ 5.25.6. Assist as needed on scene.

~~5.13.6.~~ Check with supervisor to determine if follow-up is needed.

~~5.13.7.~~ 5.25.7. Complete necessary reports (including required state forms that must be completed related to investigation of a hate crime).

~~5.13.8. Determine if the crime is in progress, if the suspect is still on the premises,  
or how much time has elapsed since the crime.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the  
Criteria section.

~~1. Check for injury/death.~~

~~2. Notify proper authorities.~~

~~a. Fire marshal (when appropriate)~~

~~b. ATF (when appropriate)~~

~~3. Protect the crime scene according to requirements of the nature of the crime.~~

~~4. Locate witnesses.~~

~~5. Assist as needed on scene.~~

~~6. Check with supervisor to determine if follow up is needed.~~

~~7. Complete necessary reports (including required state forms that must be completed  
related to investigation of a hate crime).~~

~~8. Determine if the crime is in progress, if the suspect is still on the premises, or how  
much time has elapsed since the crime.~~

## **Performance Outcome ~~5.14~~ 5.26**

Conduct a preliminary investigation of suspicious fires, ~~and follow-up investigation when assigned.~~

### **Training Objectives Relating to ~~5.14~~ 5.26**

1. Given a written or practical exercise, identify or demonstrate the duties of the first responding officer to investigate events relating to a suspicious fire.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

~~5.14.8.~~ 5.26.1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

~~5.14.1.~~ 5.26.2. Check for injury/death.

~~5.14.2.~~ 5.26.3. Notify proper authorities resources.

~~5.14.3.~~ 5.26.4. Protect the crime scene according to requirements of the nature of the crime.

~~5.14.4.~~ 5.26.5. Locate and separate witnesses.

~~5.14.5.~~ 5.26.6. Assist as needed on scene.

~~5.14.6. Check with supervisor to determine if follow-up is needed.~~

5.14.7. Complete necessary reports.

~~5.14.8. Determine if the crime is in progress, if the suspect is still on the premises,  
or how much time has elapsed since the crime.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the  
Criteria section.

~~1. Check for injury/death.~~

~~2. Notify proper authorities.~~

~~3. Protect the crime scene according to requirements of the nature of the crime.~~

~~4. Locate witnesses.~~

~~5. Assist as needed on scene.~~

~~6. Check with supervisor to determine if follow-up is needed.~~

~~7. Complete necessary reports.~~

~~8. Determine if the crime is in progress, if the suspect is still on the premises, or how  
much time has elapsed since the crime.~~

## **Performance Outcome ~~5.15~~ 5.27**

Conduct preliminary investigation of weapons/firearms offenses, ~~and follow-up~~  
~~investigation when assigned.~~

## **Training Objectives Relating to ~~5.15~~ 5.27**

1. Given a written exercise, identify the duties of the first responding officer to investigate events relating to weapons/firearms offenses.

**Criteria:** The ~~trainee~~ student shall be tested on the following:

~~5.15.8.~~ 5.27.1. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.

~~5.15.1.~~ 5.27.2. Check for injury/death.

~~5.15.2.~~ 5.27.3. Notify proper authorities.

~~5.15.3.~~ 5.27.4. Protect the crime scene according to requirements of the nature of the crime.

~~5.15.4.~~ 5.27.5. Locate and separate witnesses.

~~5.15.5.~~ 5.27.6. Assist as needed on scene.

~~5.15.6. Check with supervisor to determine if follow-up is needed.~~

5.15.7. Complete necessary reports and comply with the U.S. Department of Justice and State Police (~~§ 52-25.1~~) reporting requirements.

~~5.15.8. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

~~1. Check for injury/death.~~

~~2. 1. Notify proper authorities- resource for ATF submission (ETrace) (ATF when appropriate).~~

~~2. Reporting requirements related to § 52-25.1~~

~~3. Protect the crime scene according to requirements of the nature of the crime.~~

~~4. Locate witnesses.~~

~~5. Assist as needed on scene.~~

~~6. Check with supervisor to determine if follow-up is needed.~~

~~7. Complete necessary reports.~~

~~8. Determine if the crime is in progress, if the suspect is still on the premises, or how much time has elapsed since the crime.~~

**Performance Outcome ~~5.7~~ 5.28 (Combined with 5.16)**

Conduct preliminary investigation of events related to a death, ~~and follow-up investigation when assigned.~~ and make an initial Review report with to the medical examiner., ~~the circumstances related to a death.~~

**Training Objectives Relating to ~~5.7~~ 5.28**

**Given a written ~~or practical~~ exercise:**

1. Identify ~~or demonstrate~~ the duties of the first responding officer at the scene of a death.
2. Identify the elements to cover in a review with an initial report to the medical examiner regarding the circumstances of a death.

**Criteria:** The trainee student shall be tested on the following:

**First responder duties:**

~~5.7.2.~~ 5.28.1. Determine if a suspect may still be on the premises.

~~5.7.1. Make a preliminary determination of a death to be caused from natural or unnatural causes.~~

~~5.7.2. Determine if a suspect may still be on the premises.~~

~~5.7.3.~~ 5.28.2. Identify methods to Protect secure the crime scene.

5.28.3. Identify techniques to protect a body and other evidence to prevent crime scene contamination or alteration.

5.28.4. Identify items or procedures that may be used to make an identification of a dead body.

~~5.7.1.~~ 5.28.5. Make a preliminary determination of a death to be caused from natural or unnatural causes.

~~5.7.4.~~ 5.28.6. Make proper notifications.

~~5.7.5.~~ 5.28.7. Collect and maintain chain of evidence (when assigned); assist as needed and record your all activities.

~~5.7.6.~~ 5.28.8. Record findings on standard report form.

~~5.7.7.~~ 5.28.9. Locate witnesses and record statements.

**For review** Initial information to provide with to the medical examiner:

~~5.7.8.~~ 5.28.10. Provide all details observed at scene.

~~5.7.9.~~ 5.28.11. Provide ~~Information~~ information related to the manner of death.

~~5.7.10.~~ 5.28.12. Provide ~~Information~~ information related to the health of the victim.

~~5.7.11.~~ 5.28.13. Provide ~~Relevant~~ relevant medical information received from victim's doctor ~~(some will sign death certificate).~~

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

For first responder duties:

1. Make a preliminary determination of a death to be caused from natural or unnatural causes (if not clearly related to natural causes, all deaths are to be investigated as homicides until determined otherwise)-

~~2. Determine if a suspect may still be on the premises.~~

~~3.~~ 2. Protect Secure the crime scene

a. Do not move weapons if the scene can be isolated (i.e. bedroom, vehicle, etc.)

b. Make scene safe

c. Maintain entry log

~~4. Make proper notifications.~~

~~5. Collect and maintain chain of evidence (when assigned); assist as needed and record your activities.~~

6. 3. Record findings on standard report form:-

a. Position of body

b. Position of weapon

c. Type of wound

d. Location of wound

e. Ligature marks

~~f. Post mortem signs~~

~~g. f. Presence of note~~

~~h. g. Dying declaration elements.~~

~~7. Locate witnesses and record statements.~~

8. ~~4.~~ Identify factors to consider in relationship to a follow-up and continuing investigation of a homicide ~~(when assigned)~~.

- a. Type and style of homicide (single or multiple)
- b. One or more than one perpetrator indicated
- c. Method of death (~~i.e. using~~ Use of a blunt object, drowning, gunshot, etc.)
- d. Preliminary witness interviews
- e. Interviews with victim prior to death
- f. Dying declaration elements
- g. Rescue personnel interviews
- h. Fire department personnel interviews
- i. Medical examiner information (~~re: manner & cause of death~~)
- j. Victimology
- k. Motive (if identified)
- l. Opportunity
- m. Ability

n. Time (season, day, night)-

9. 5. Identify factors to consider in relationship to determining death by suicide-

a. Define suicide

b. Medical examiner information re: manner and cause of death

c. Autopsy

d. Witness interview(s) (if any available)

e. Family member interview(s)

f. Possible motivation

g. Note/letters/text messages/social media declaration

g.h. Analysis of victim's mental and physical health at time of death

h.i. Document activities accurately

i.j. Crime scene search considerations (was suicide possible based on physical evidence)

j.k. Steps of investigation that lead to a determination of suicide

(i). Conduct the steps of a death investigation

~~(ii). If homicide or natural cause are eliminated as the cause of death, then suicide is the finding.~~

6. Techniques to protect a body and other evidence to prevent crime scene contamination or alteration

- a. Assumption of control over the body by the investigating officer
- b. Type of materials acceptable to cover a body (tent over body not touching it is preferred)
- c. If, when, and what materials to use to protect evidence on hands and feet (paper is preferred)
- d. Preserving blood evidence
- e. Preserving evidence on weapons
- f. Preserving evidence in extremely hot, wet, or cold conditions
- g. Preserving evidence in or on vehicles
- h. Using universal precautions
- i. Using protective gloves, jacket, shoes, etc.
- j. Using needed equipment (blood containers, protective bags, etc.)

7. Identify procedures that may be used to make an identification of a dead body

a. Wallet

b. Vehicle

c. Another person

d. Fingerprints

e. Dental records

f. Hospital records (paper and digital)

g. Facial reconstruction

h. Tattoos

i. Unique characteristics of deoxyribonucleic acid (DNA)

j. Rings/jewelry

k. Eyeglass prescriptions

(i). Other methods as may be added

**For review with the medical examiner:**

~~1. Provide all details observed at scene.~~

~~2. Information related to the manner of death.~~

~~3. Information related to the health of the victim.~~

~~4. Relevant medical information received from victim's doctor (some will sign death certificate).~~

**Performance Outcome ~~5.1~~ 5.29**

Analyze and compare incidents of criminal behavior relating to modus operandi.

**Training Objectives Relating to ~~5.1~~ 5.29**

1. Given a written exercise, identify the factors to consider in analyzing and comparing criminal behavior to establish a modus operandi (m.o.) as a first responder.

**Criteria:** The trainee student shall be tested on the following:

~~5.1.1.~~ 5.29.1. Define modus operandi ("m.o.") and how it is used.

~~5.1.2.~~ 5.29.2. Identify ~~three~~ indicators to help establish m.o.

**Lesson Plan Guide:** The lesson plan shall include the following: all items listed in the Criteria section and the additional information below.

1. Define modus operandi (“m.o.”) and how it is used. Modus operandi is a Latin phrase translated as “method of operation”. Generally defined as a particular way or method of doing something, especially one that is characteristic or well established

2. Identify procedures to provide information to investigators as part of a preliminary report-

3. Identify information to provide:

- a. Type of weapon
- b. Condition of the victim(s)
- c. Kind of injuries
- d. Statement(s) given by victim
- e. Previous reports
- f. Target
- g. Date/Time
- h. Location
- i. Talk with law enforcement personnel for additional information

~~j. Other suggestions as may be identified.~~

**Performance Outcome 5.16 (Combined with 5.7)**

~~Observe, protect and preserve wounds, injuries and evidence pertaining to dead bodies and notify proper authority.~~

**Training Objectives Relating to 5.16**

~~1. Given a written or practical exercise, identify or demonstrate techniques used to protect and preserve wounds, injuries and evidence pertaining to dead bodies.~~

**Criteria:** ~~The trainee shall be tested on the following:~~

~~5.16.1. Techniques to protect a body and other evidence to prevent crime scene contamination or alteration.~~

~~5.16.2. Identify three items or procedures that may be used to make an identification of a dead body.~~

**Lesson Plan Guide:** ~~The lesson plan shall include the following:~~

~~1. Techniques to protect a body and other evidence to prevent crime scene contamination or alteration.~~

~~a. Assumption of control over the body by the investigating officer~~

~~b. Type of materials acceptable to cover a body (tent over body not touching it is preferred)~~

~~c. If, when, and what materials to use to protect evidence on hands and feet (paper is preferred)~~

~~d. Preserving blood evidence~~

~~e. Preserving evidence on weapons~~

~~f. Preserving evidence in extremely hot, wet, or cold conditions~~

~~g. Preserving evidence in or on vehicles~~

~~h. Using universal precautions~~

~~i. Using protective gloves, jacket, shoes~~

~~j. Using needed equipment (blood containers, protective bags, etc.)~~

~~2. Identify procedures that may be used to make an identification of a dead body.~~

~~a. Wallet~~

~~b. Vehicle~~

~~c. Another person~~

**d. Fingerprints**

**e. Dental records**

**f. Hospital records (note: x-rays are not kept forever, but may be on microfiche)**

**g. Facial reconstruction**

**h. Tattoos**

**i. Unique characteristics of deoxyribonucleic acid (DNA)**

**j. Rings/jewelry**

**k. Eye glass prescriptions**

**1. Other methods as may be added**

**3. Investigate all deaths from this point as a homicide until proven otherwise.**